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A PROPOSED STRUCTURE

FOR

THE ALBERTA RURAL AND NATIVE HOUSING PROGRAM

TO:

The Province of Alberta,
Central Mortgage and Housing Corporation

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Copies to:

Hon. William Yurko,
Minister of Housing

Hon. Robert Bogle,
Minister without portfolio
responsible for Native Affairs

Mr. Peter Osborne
Regional Director, CMHC

Hon. Barney Danson
Minister of State for Urban Affairs

Mr. A.J. Cormier, Director
Rural & Native Housing Program
CMHC, Montreal Road, Ottawa, Ontario

By: The Metis Association of Alberta

September 1975

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Background:

The desperate housing situation of the Metis people of this province is well known. It is not intended to belabour this point in our paper. The Metis Association of Alberta played a major role in the development of the Native Housing policy proposal which resulted in the establishment of the Federal Government's Rural & Native Housing Program announced March 7, 1974. It is ironical that this program has made less tangible headway in Alberta than in the other provinces of Canada.

Our Association, in a brief to the Province and Central Mortgage & Housing Corporation in April 1974, proposed a strategy for the implementation of the Rural and Native Housing Program in this province. Our proposal was:

a) The Metis Association of Alberta would take steps to form a non-profit housing corporation, which would be independent of the parent body (M.A.A.), and its main function would be that of facilitating the formation of local autonomous housing societies or Co-ops -- which would work with A.H.C. and C.M.H.C. in development of housing activity to alleviate the worst housing conditions in our Metis communities.

b) The Metis Association of Alberta urged the province's participation in the program. A federal/provincial Sec. 40 agreement was signed in August 1974.

c) Sustaining funds were requested from CMHC to enable our Association to begin the field activity required to get the Rural and Native Housing Program.

In a follow-up submission, the Metis Association of Alberta proposed that ANDCO, which was fully incorporated, serve for one year as the delivery agency on behalf of the Metis Association of Alberta pending the formation of the provincial native housing organization mentioned above.

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At the time this appeared to have certain advantages:

a) ANDCO was incorporated and had offices and staff which could be used immediately.

b) Housing activity could be an effective way for ANDCO to attain some of its own goals, e.g. - economic development, employment, etc.

c) In the year it would be possible to form the local housing societies, which could then be federated to constitute the desired provincial native housing organization - which would be free of the parent body and exclusively concerned with housing.

5. ANDCOs housing mandate ends in November 1975 and it is now necessary to find a mechanism to ensure Metis involvement in the program. The year has been one of frustration for ANDCO and the partnership as a whole. While there has been a good deal of preparatory work done in the field - e.g., formation of local housing committees which will lead to the formation of housing societies, the fact nevertheless remains that there have been no housing starts to date. Further unless drastic steps are taken the construction season will pass without a single house being built.

6. It is our considered opinion that a change should be made in the ~~whole~~ entire delivery strategy. This paper proposes the establishment of a management structure for the Alberta Rural & Native Housing Program, comparable to that being used in B.C., Ontario, and now being initiated in Nova Scotia and the two territories. It should be noted that both B.C. and Ontario have been making rapid progress in delivering of houses. Both provinces will exceed their goals for this year. For example, in B.C. there are

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now 305 houses under construction, and it is estimated that over 500 will be completed before the construction season ends.

7. Conclusion:

It is clearly evident that the present delivery approach is failing and needs to be replaced without delay. Our Association is strongly recommending the setting-up of a tri-partite management structure for the Rural and Native Housing program in this province. A description of the proposed structure is contained in this paper.

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The Proposal:

1. It is proposed that the Alberta Rural and Native Housing Program be managed by a tri-partite committee made up of appropriate representation from the Alberta Government, Central Mortgage and Housing, and the Metis Association of Alberta.

2. Composition- (Using the example of B.C. and Ontario)

This tri-partite management committee would be composed of:

a) Two senior representatives with decision-making authority, appointed by the Alberta Government (e.g. one from Dept. of Native Affairs and one from Alberta Housing Corporation).

b) Two senior representatives with decision-making authority appointed by CMHC Regional Office

c) Two senior representatives appointed by the Metis Association of Alberta.

3. Function

This management committee would provide a medium for joint planning and co-operative action for the implementation of the Rural and Native Housing Program in Alberta and its functions would include: -

a) The establishment of annual housing goals to ensure the replacement or repair of the worst housing units in the rural areas of the province in the next five years (communities of 2,500 or less).

b) The delivery strategies for: -

(i) the acquisition of land required in the program,

(ii) the construction of new houses on a priority basis, dealing with the most severe needs first,

(iii) The repair and upgrading of existing houses,

(iv) the purchasing of existing units for sale or rent to clients being served under the Rural and Native Housing Program.

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c) Recruitment, employment, and supervision of Rural and Native Housing Program staff including:-

- Housing Director (Executive Secretary of the Management Committee)
- Six housing development officers
- A bookkeeper
- A secretary
- and other persons that may be required as the program develops

d) Day to day monitoring of the housing activity using management by objectives prcedures -- to ensure achievement of the annual goals.

e) Management of funds committed to this program including: -

(i) establishment of a separate bank account for the program

(ii) establishment of appropriate bookkeeping procedures

(iii) preparation of estimates and budgets

(iv) monthly review of expenditures

(v) yearly audit.

f) The Committee would maintain records of all its meetings and business transactions for review and use by each of the partners.

The Management Committee would meet as often as required but not less than once a month.

4. Program Implementation

The program strategy would provide for:-

a) The development of local non-profit housing societies or Co-ops, which would enable maximum participation of the housing clients in the delivery of the houses as set out in the CMHC Information Package and Desk Book. The housing development officers would be responsible for assisting in the formation of the local housing organizations.

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b) Direct delivery of houses by the partnership, where it is not feasible to organize a non-profit housing society or Co-op.

c) Projects to be initiated in communities where:

i) the population is 2,500 or less

ii) the greatest needs are present

d) The housing program would include non-native families in cases where the need is equal to that of native families being served and such families would be eligible for membership in proposed housing societies or Co-ops.

e) In order to expedite delivery this year in cases where the eligible client owns land, or where surveyed lots are available, it is proposed to build under A.H.O.P. with the understanding of conversion to Section 40 when the house is ready for occupancy.

f) The H.D.O.'s would make full use of the "Information Package" in doing the organizational work in the target communities.

STAFF: Proposed duties, responsibilities and qualifications

In order to ensure continuity, it is suggested that ANDCO housing staff be given an opportunity to serve under the management committee on a three month probationary period, prior to confirmation in the job.

Director, Alberta Rural and Native Housing Program:

1. The incumbent would be responsible to the Management Committee. ~~His~~ The ~~or her~~ overall task would be that of directing and managing the Alberta Rural and Native Housing Program and services. The duties and responsibilities of the Director would include:

a) Serving as executive secretary to the management committee

b) Supervision of the staff

c) The general administration of the Alberta Rural and Native Housing Program, which would entail establishment of procedures for:

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i) Establishment and maintenance of a system of records for the program.

ii) Management of the funds controlled by the Management Committee.

iii) Preparation of reports as required

iv) The employment and supervision of the Alberta Rural and Native Housing Program Staff.

d) Give leadership in development of the housing program, e.g. - make proposals in respect to salary adjustments, innovation to improve the efficiency of the program, for consideration of the management committee.

e) The development of a pattern of services needed in guiding and assisting in the formation and functioning of local Rural and Native non-profit housing societies or co-ops.

f) Establish and maintain liaison with government and non-government agencies, that can assist in the development of Rural and Native Housing Programs.

g) Development of training and community education programs required to support the housing activity, such as:

i) Training and orientation for the field staff (H.D.O.'s)

ii) Training of the presidents of the newly formed local housing societies and co-ops.

iii) General orientation courses for the recipients of new houses.

2. Qualifications:-

- post secondary education
- proven ability in administration
- a high level of competence in communicating both verbally and in writing
- proven skills in planning and organizing
- research skills, ability to plan and organize and conduct housing needs and demand surveys -- evaluation of projects etc.
- proven ability in writing of reports
- sound working knowledge of the housing field -- construction, real estate and related matters.

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3. Salary -- dependent upon qualifications

4. The Housing Development Officers:

Position: The Housing Development Officers would be responsible to the director of housing.

Duties: the duties of the Housing Development Officer would include-

a) Assisting in the development of local non-profit housing societies or co-ops in designated areas needed in the development of housing projects:

- assessment of requirements
- new house construction
- upgrading of houses

b) Establishing and maintaining liaison with public voluntary agencies as required in the realization of the housing goals of the Alberta Rural and Native Housing Program;

c) Planning, organizing and conducting of housing needs surveys required in the development of projects;

d) Preparation of reports required by the management committee;

e) Assists local housing societies or co-ops in the preparation of submissions and documents required in getting housing projects approved.

f) Developing of training services covering the needs of:-

- recipients of new houses
- newly elected officers of the housing societies or co-ops, and
- the community at large -- geared to improving the quality of life in the community, etc.

Qualifications:

- high school education or its equivalent, proven ability in planning and organizational work;
- A high level of ability to communicate both verbally and in writing
- Proven ability in writing of reports
- Ability to speak the native language of the area will be an asset

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- Experience in working with government agencies, particularly at the municipal level;

- Knowledge of resources available in government and voluntary agencies that can be used in the development of housing projects.

Salary:

To be negotiated.